

Town of Florence

Arizona

Founded 1866



COMMUNITY

The spirit of the Old West is alive in Florence, Arizona and the cowboy culture that earned the nickname "Cowboy Cradle of the Great Southwest" is firmly rooted here. Residents and visitors alike are kept busy with Florence's annual event calendar, historic attractions and proximity to popular regional attractions.

Positioned halfway between Phoenix and Tucson Arizona along State Route 79 and 287, Florence is in the center of the Golden Corridor, the growth corridor between two of the fastest growing metro areas in the country. The Town is a rural agricultural community in Pinal County and serves as the county seat. Indian agent Colonel Levi Ruggles staked and platted the Town in 1866. At 1,493 feet in elevation, Florence is situated on a level plain around the Gila River.

Natural landmarks offer interesting punctuation to the great western views – Poston Butte just to the north, and the magnificent Superstition Mountains beyond. Look south to the vibrant colors of the Sonoran desert stretching to the Mexican border. Outdoor lifestyles are enhanced by the region's mild desert climate.

GOVERNMENT

Florence, being one of the oldest towns in Arizona, is proud of its history and the designation of the historic downtown as a National Historic District. The town strives to strike a balance between preserving the past and preparing for the future so that an authentic sense of place is maintained and new growth and revitalization is encouraged.

The Town of Florence is a home-rule and a council-manager governed municipality whereby Town Council is the policy-making body and the unelected Town Manager is in charge of the day to day operations. The Mayor and a six-person Town Council are elected to four year terms.

The Town of Florence is a full-service town and provides a multitude of public services including police, fire, public works, library, parks & recreation, senior center, and community development. The Town also owns, operates, and maintains its own water supply and wastewater treatment plants.

POSITION: TOWN MANAGER

SALARY: \$100,000-\$120,000 - Excellent Benefit Package

Serves as chief administrative officer, and directs the planning, delivery, and evaluation of all municipal services through subordinate department heads; makes recommendations to the Town Council for new or modified services addressing the health, safety and/or welfare of the Town's residents; prepares annual budget and periodic operational and financial reports for the Town Council.

Serves as Town's personnel officer, developing and administering all policies and procedures related to employment, employee relations, compensation and benefits, training and safety; serves as the Town's purchasing agent, supervising the purchase of all materials, supplies, and equipment; reviews all departmental purchase orders for approval/disapproval.

Ensures public access to Town government and planning/development efforts; keeps the Town Council information on all major matters, transactions, and developments relating to the Town of Florence.

Minimum Requirements

Bachelor's Degree in Business, Public Administration, Political Science, Finance, or related field, plus seven (7) years of municipal or other public agency administrative experience. Master's Degree plus five (5) years of executive management experience at the level of Director, Assistant Town/City Manager or higher, in a municipal government of similar size or larger than Florence is preferred. Must have and maintain a valid Arizona Driver's License.

How to Apply

All qualified applicants are encouraged to apply. The Town of Florence is an EEO/ADA employer. Please send cover letter and résumé and to:

Arizona League of Cities and Towns
recruitment@azleague.org

Visit our website at www.florenceaz.gov for
information about our historical town.